



Ecology Water Quality Grant and Loan Recipient Administration Training



FY15, FY16, and FY17 recipients of Ecology Water Quality Grants and Loans may attend.

Please **RSVP** by **June 3**.

At this training you will learn how to use Ecology's EAGL system to:

- Turn a grant application into a funding agreement,
- Request payment for completed work,
- Meet your match requirements,
- Report your progress, and
- Upload your deliverables.

Bring your laptop and your project team! Ecology staff will be on-hand to offer one on one help for issues such as getting the correct staff assigned to your project or gaining access to your documents.

Who should attend? Recipient staff members who will be responsible for submitting completed work, progress reports, or requesting payments for work completed. Staff time and travel expenses to attend this training are eligible expenses under the Project Administration and Management task (Task 1) of your grant or loan.

When and where?

Tuesday, July 12, 2016	Tacoma Campus, University of Washington	8:30– 12:30
Wednesday, July 13, 2016	Big Bend Community College, Moses Lake*	8:30– 12:30

***PLEASE NOTE:** Due to a traditionally low turnout in Eastern Washington, the Moses Lake training will be replaced with a **live Webinar** if we do not receive a minimum of 20 [RSVPs](#) by **June 3, 2016**.

RSVP BY JUNE 3: <https://www.surveymonkey.com/r/KYF2PT6>

More information, including agendas, room locations, and driving and parking directions will be sent via email to registered participants and through the [Water Quality Grant and Loan ListServ](#).

Questions? Contact

Rebecca.Brown@ecy.wa.gov or 360-407-6703

Or visit <http://www.ecy.wa.gov/programs/wq/funding/funding.html>